



# Chicago Metropolitan Agency for Planning

233 South Wacker Drive  
Suite 800  
Chicago, Illinois 60606

312 454 0400  
[www.cmap.illinois.gov](http://www.cmap.illinois.gov)

## **Local Technical Assistance Program Principal Planner (PP72015) July 24, 2015**

**Company/Agency:** Chicago Metropolitan Agency for Planning  
**Job Category:** Principal Planner  
**Experience Required:** 10-15 years  
**Salary Range:** \$86,200 - \$105,600

The Chicago Metropolitan Agency for Planning (CMAP) is seeking to hire one full-time employee to help advance the Local Technical Assistance (LTA) program and contribute to the agency's long-range planning. The position is expected to be filled at the Principal level. Compensation will be commensurate with qualifications and experience.

CMAP has also posted a similar Senior level position, which does not require supervisory experience and requires less experience in general. Candidates who are interested in being considered for both positions should apply for them separately.

CMAP is the official regional planning organization for the northeastern Illinois counties of Cook, DuPage, Kane, Kendall, Lake, McHenry, and Will. CMAP developed and now guides the implementation of metropolitan Chicago's comprehensive regional plan, GO TO 2040, which was adopted unanimously by leaders from across the seven counties in fall 2010. To address anticipated population growth of more than 2 million new residents, GO TO 2040 establishes coordinated strategies that help the region's 284 communities address transportation, housing, economic development, open space, the environment, and other quality-of-life issues. See [www.cmap.illinois.gov](http://www.cmap.illinois.gov) for more information.

### **Position Description**

The position is primarily expected to contribute to the management of the LTA program. This program was initiated in spring 2011 to create new resources for technical assistance and coordinate with existing technical assistance activities. It has resulted in a series of innovative local projects in the Chicago region that support livability principles, implement GO TO 2040, and build capacity in local communities. Over 100 projects have been completed to date, with 50 more underway. Projects include comprehensive plans, corridor or subarea plans, zoning revisions, studies of special topics such as housing or economic development, and similar planning

activities. This program requires travel throughout the region; candidates must have the ability and willingness to work with communities across the region. For more information on the LTA program, please visit [www.cmap.illinois.gov/lta](http://www.cmap.illinois.gov/lta).

The position may also be asked to contribute to other CMAP activities, including but not limited to the update of GO TO 2040, which is due in October 2018, as well as the agency's general activities in policy, programming, and planning.

### **Qualifications and Skills**

CMAP will recruit a planner at the Principal level with the knowledge, experience, and skills to assist in the development and implementation of LTA projects, focusing on the intersection between transportation, land use, and economic development. General qualifications and skills for the position include:

- Knowledge of local planning practice in northeastern Illinois, including plan and ordinance preparation, development review, and the role of appointed and elected officials.
- Understanding of the links between transportation, land use, housing, economic development, taxation, environment and natural resources, and community development.
- Ability to provide technical assistance, facilitate meetings and workshops, and develop innovative, collaborative solutions to build local capacity.
- Ability to effectively promote regional principles while respecting and addressing local concerns.
- Experience working with elected officials and local government staff in designing and implementing policies, strategies, and regulatory approaches that support sustainability and address socioeconomic inequities.
- Excellent written and oral communication skills.
- Interest and ability to interact with partner agencies, local governments, and the general public.
- Ability to manage and contribute to complex projects and to work as part of a multi-disciplinary team.

Beyond these general qualifications, the position is expected to help advance the LTA program in specific ways. It is not expected that any single candidate will be able to contribute in all of these areas, so candidates should specify which of these best match their experience and skills. All of these represent potential areas of expansion and growth for the LTA program. Specific areas of interest include:

- Community development. This includes knowledge of affordable housing, community development investment by nonprofits, CDFIs, and other community-based organizations, and experience working in markets where private investment is difficult to attract.
- Real estate development. This includes experience with private real estate development, including residential, commercial, industrial, and all other types. While CMAP does not intend to directly offer services in real estate development, candidates with expertise in this area can help build links to the real estate development industry to advance LTA plans.
- Municipal governance and operations. The most common sponsor of LTA projects are municipalities. Developing implementable recommendations requires an understanding of municipal capacity, and plans often directly recommend actions to improve municipal governance and operations. Experience working with lower-capacity municipalities, either on staff or as a consultant, is desired.

### **Education and/or Experience**

A Bachelor's degree in planning, policy, public administration, real estate, or a related discipline is required, and a Master's degree is preferred. At least 10 to 15 years of experience is required.

Positions at the Principal level have supervisory responsibilities, and Principals are typically responsible for supervising 5 to 8 staff of varying levels. Candidates are required to have at least 2 years of past supervisory experience, and those with experience supervising multiple staff are preferred. Candidates are expected to have experience with performance evaluation, recruitment and hiring, and active management of staff, and should be able to provide leadership and positive direction for their staff.

Candidates at the Principal level are expected to have significant experience in the Chicago metropolitan area. Principal candidates must bring positive, relevant local relationships that will help CMAP to accomplish its mission and strengthen the LTA program.

Experience may be in a variety of relevant fields. Employment with municipalities, counties, nonprofit organizations, real estate developers, community development organizations, finance institutions, consulting firms, or similar organizations is considered relevant for this position.

### **How to Apply**

Applicants should apply online at <https://cmap.hyrell.com>. Position open until filled.

*The Chicago Metropolitan Agency for Planning is an Equal Opportunity Employer.*